

USUCGER Board Meeting  
Geo-Congress 2013, San Diego, CA  
8:00 am to 1:00 pm  
Room: Eaton Room  
March 3, 20013

Minutes

Attending Board Members: Christopher Meehan, Edward Kavazanjian, Jeffrey Evans (via remote connection), Tong Qiu

Invited Guests: Patricia Culligan (GI representative)

Webmaster: Matthew Evans

The meeting was called to order at 8:15 AM.

- 1) Minutes from last meeting were approved by the Board.
- 2) Chris made a presentation on the annual budget. Based on the expected revenue and expenditure, USUCGER has a balanced annual budget now. However, there are expenses not included in the budget that probably should be, including those for annual workshops, invited guest speakers, Board travel, and membership in the geo-professional foundation. He suggested the Board consider increasing the membership dues to include these expenses and others that would increase the capability of USUCGER to serve our members. We have a large market share among academic institutions and we may also look into increasing institutional memberships (e.g., international institutions, associated members, small teaching universities) as a way of enhancing revenue. Given the surplus we have, we need to focus on spending the funds we have to serve our members first before we explore ideas to grow USUCGER. We also need to collect the 2012-13 dues now (currently we are late). The Board agreed that these dues will be at the current level. Annual dues may increase in the future. The Board also agreed that, for the present, the amnesty rule applies to the annual dues to both institution and members when a faculty member transfers from one institution to another, that is, a member transferring institutions will remain a member until the next dues cycle and institutions desiring to substitute a new member to replace a departing member may do so at no cost until the next dues cycle.
- 3) Current status of our organization: we have a tax ID, we were registered as a non-profit organization, but we have not ever filed a tax return or any other required paperwork (if there is any). We do not currently appear to be on the IRS list of registered non-profit organizations. If we are to increase our institutional membership, we need to have a clear record of our status. We need to catch up with our paperwork filing and book keeping. Jeff will consult with an attorney on the obligations as a non-profit organization.
- 4) The Board discussed and approved one redefined position and one new position: Treasurer and Comptroller, subject to approval of the membership. During the transition, Chris

volunteered to serve as both Comptroller and Treasurer and to continue as Comptroller at the pleasure of the Board once his elected term is over. Both the treasurer and Comptroller should be listed on USUCGER's bank account to help with transitions. Job descriptions will be distributed to the general membership for comment/approval. Depending on member comments, additional duties may be added to the two positions.

- 5) New USUCGER membership types. A new membership (i.e., life member) for retired faculty members was discussed and may be adopted in the future. A new membership for graduate students was discussed. In discussing this issue, it was pointed out that we are an organization of institutions, not individuals and that our core mission is to benefit university faculty members for their research and educational activities and our membership (type) should reflect this core mission.
- 6) The Board will investigate the possibility of joining the Geo-Professional Foundation (possibly a successor to Geo-Coalition, possibly a separate organization) as an institutional member. Ed attended the last Geo-Coalition meeting where formation of the Geo-Professional Foundation was discussed. The mission of the Geo-Professional Foundation includes increasing the overall understanding of geotechnical engineering among the general public and improving society's appreciation of geotechnical engineers. Tong will participate in the Geo-Coalition meeting this June and update the board on the meeting. Tong will get the contact information on the Geo-Coalition from Ed.
- 7) Travel funds will be provided for board members to attend professional meetings on behalf of the Board and USUCGER. Such travel reimbursement shall be approved by the Board (though the Board can delegate this responsibility to the Treasurer and Comptroller).
- 8) The Board and USUCGER will continue to have annual meetings at Geo-Congress conferences. In addition, the Board will have teleconferences and/or video conferences when necessary. The next teleconference or video conference (board meeting) will be June 18<sup>th</sup>.
- 9) Next USUCGER-sponsored event (e.g., summer 2014) should have more diversity. The board will seek funding from NSF. An example would be a conference with presentations on emerging frontiers in geotechnics from younger members.
- 10) The board discussed whether USUCGER should have more advocacy activities to promote policies that could benefit USUCGER membership but no firm conclusions were reached. However, Ed Kavazanjian will speak to ASCE about USUCGER participating with ASCE on their annual legislative fly-in.

Details to be announced/discussed in the general USUCGER meeting in the afternoon.

- 1) The current USUCGER Board has six members and two ex officio (webmaster and past president). It is proposed to have two additional Board members and one more ex officio member (treasurer). The Board terms will be extended to four years and a Board member can serve two consecutive terms if elected. There will be three board officers: president,

comptroller, and secretary. These officers will have two-year terms. All Board members are eligible to serve as an officer except that no Board member can be elected to an officer position in his/her fourth year term.

We will have elections for Board members every two years, starting in 2014. Ed and Tong's term will be from 2012-2016. Chris and Jeff are currently off cycle and their term will be extended to 2014 to help with board transition and continuity.

- 2) Possible actions to take to better serve USUCGER membership. One example would be to make the USUCGER server a repository for publication and teaching aids (e.g., PowerPoint presentations, exams, videos, and animation). The server could also be a repository for data, or members could post links to their data on the USUCGER website. Suggestions from the general membership will be solicited in the USUCGER meeting in the afternoon.
- 3) The Board will solicit members' interest in small funded research/education projects, with a cap on the budget for such projects to be around \$5000. For example, a video library of various geotechnical engineering phenomena and practices, which are of interest to geotechnical teaching and research, would serve the membership well.

The meeting was adjourned at 1 PM.